

Library Department

Public Safety & Livable Neighborhoods Committee

February 2018



Current Library Policies for Borrowed Materials

Overdue Fines and Fees			
Material Audience	Material Type	Daily Fine Amount	Maximum Fine / Fee
Adult	Books	\$0.30	\$20.00
	Magazines	\$0.30	\$5.00
	Video	\$1.00	\$20.00
	Audio (books, MP3, music) and CD-ROM	\$0.30	\$20.00
	Paperbacks, pamphlets, pictures & other uncatalogued material	\$0.30	\$5.00
Young Adult & Juvenile	Books	\$0.10	\$5.00
	Magazines	\$0.10	\$5.00
	Video	\$1.00	\$10.00
	Audio (books, MP3, music) and CD-ROM	\$0.10	\$5.00
	Paperbacks, pamphlets, pictures & other uncatalogued material	\$0.10	\$5.00

Current Library Policies for Borrowed Materials

Fine policies can be found at on the City's website:

<https://www.sandiego.gov/public-library/services/lending/finesfees>

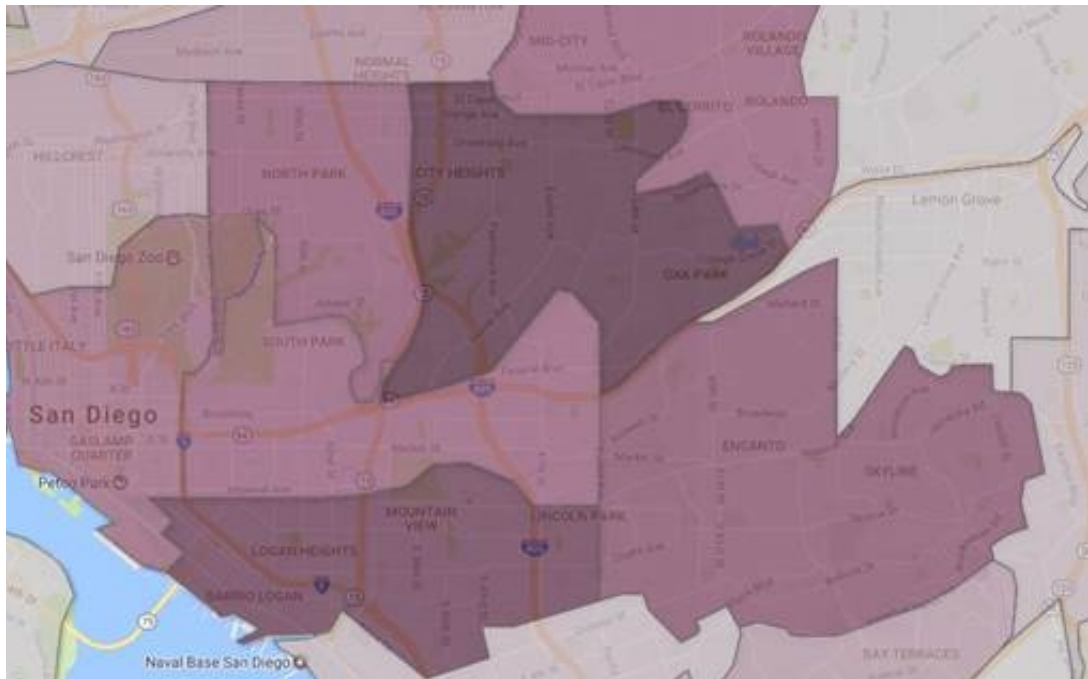
- The bills threshold for borrowing privileges is \$10.00. Accounts with \$10.00 or more in bills will be unable to borrow library materials.
- Delinquent library accounts are referred for collection when unpaid bills are more than \$49.99 on an account.
- Items are currently billed out as lost at 42 days overdue.

Analysis of Fines

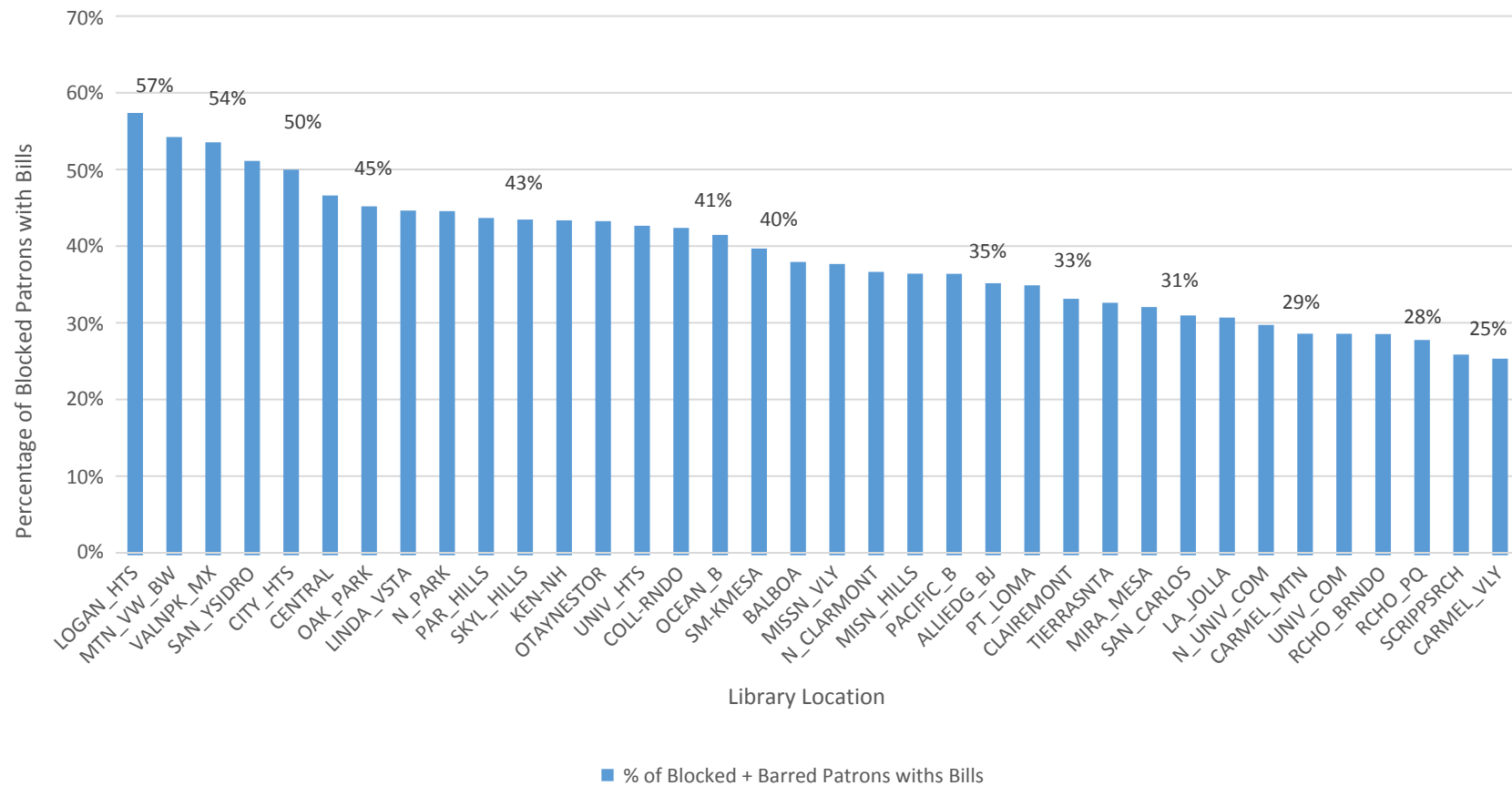
- Conflict with Mission and Vision
- Policy interpretation
- Effectiveness of fines
- Negative image
- Service to patrons

Socioeconomic Impact

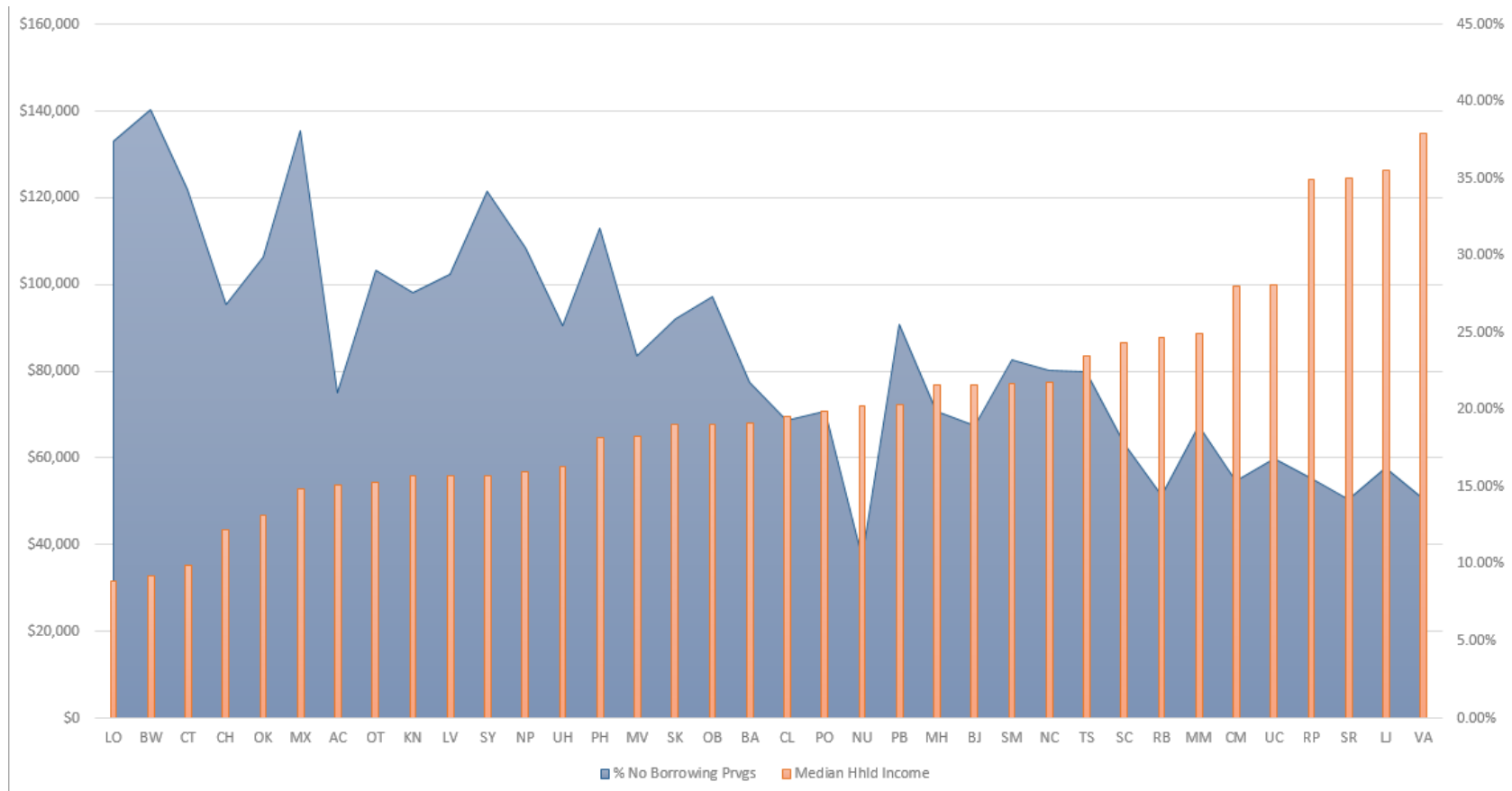
- Library fines do not mean disregard for materials or patrons
- Accumulation of fines leads to no longer using library
- Fines create a barrier for patrons that need the service the most



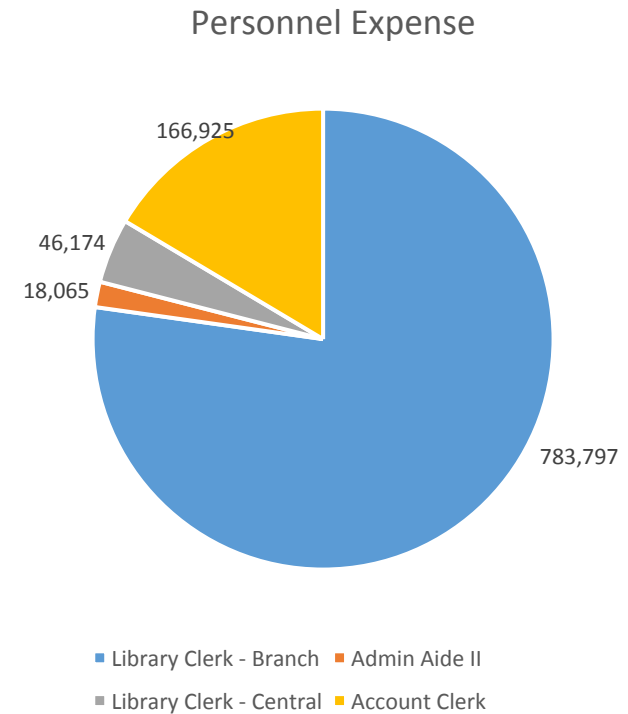
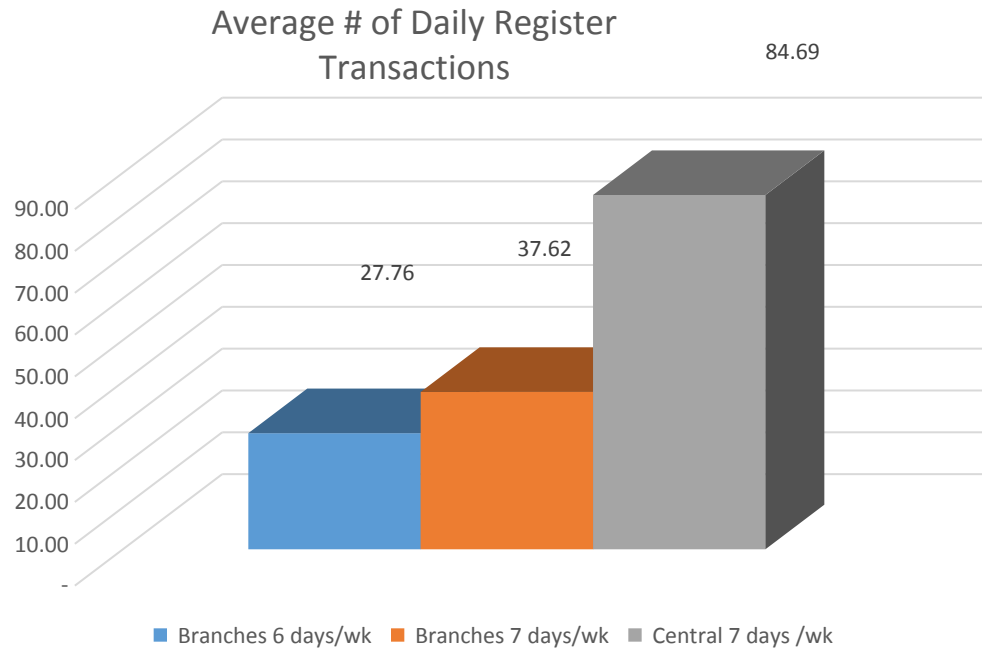
Blocked and Barred Patrons by Branch Library



Fine Balance vs Median Income by Library

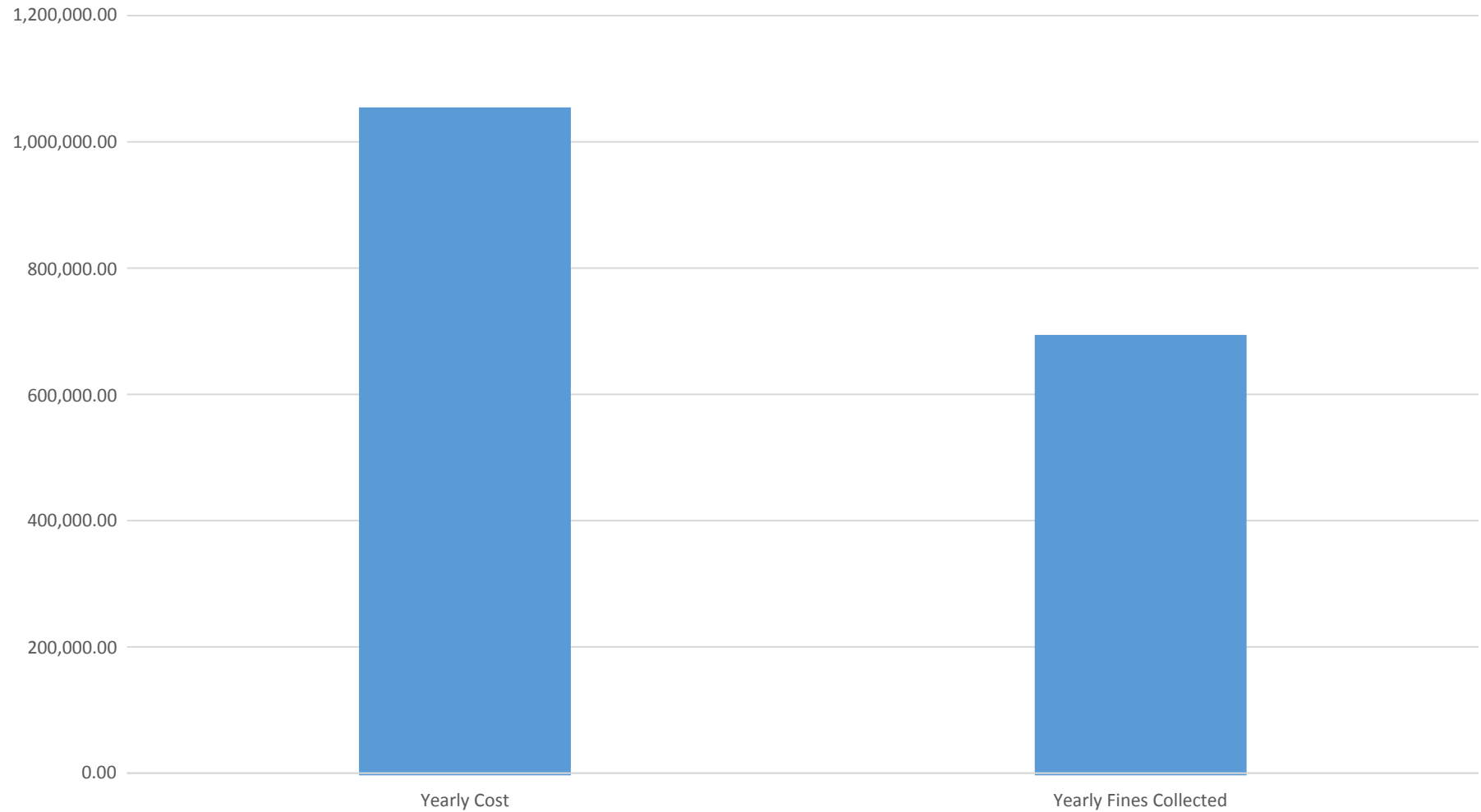


Fiscal Considerations



Staff spend approximately 8000 hours/year collecting fines

Fiscal Considerations



Policy Recommendations

- Patron must return after last eligible renew or card is blocked
- If patron does not return within an additional 30 days overdue (Day 52) they will receive a bill for the total amount of items still checked out.
- At 60 days overdue (Day 82), a notice will be sent informing patrons that they must replace or return items within 10 days or account will be referred to the Office of the City Treasurer.
- The renewal limit is 5 (five) and eligible items are automatically renewed. This will allow ample time (165 days) to return or replace an item before the account is referred to the Office of the City Treasurer, thus staying with the goal of recovering items rather than penalizing patrons.



Thank You!